



State of Missouri  
Office of Administration  
Facilities Management, Design & Construction

## CONSTRUCTION MANAGER QUALIFICATIONS

DATE: \_\_\_\_\_

**FIRM NAME:** \_\_\_\_\_

(Company Name)

(Address)

(City, State, Zip)

(Phone Number)

(Fax Number)

(E-Mail)

**CAPABILITIES:**

DESIGN REVIEW OF:

Civil

Structural

Mechanical

Electrical

Architectural

SITE CONSTRUCTION INSPECTION OF:

General Contracting

Electrical

Plumbing

HVAC

Demolition

Asbestos Abatement

Earthmoving

Other

**FOR CORPORATIONS ONLY**

President's Name

Vice-President's Name

Secretary's Name

Treasurer's Name

Name of State(S) in which incorporated

Date(s) of incorporation

**FOR PARTNERSHIPS ONLY**

Date of Organization: \_\_\_\_\_

Type of Partnership:

General

Limited

Association

Name and addresses of all partners: (use additional sheet if necessary)

1.

Name

Address

City, State, Zip

2.

Name

Address

City, State, Zip

**GENERAL INFORMATION**

Federal ID Number \_\_\_\_\_ or SSN \_\_\_\_\_

# of permanent employees \_\_\_\_\_ # of years in business \_\_\_\_\_

Geographical limits of operation \_\_\_\_\_

If you have done business under a different name, please give name and location: \_\_\_\_\_

Has firm ever failed to complete a project or defaulted on a contract? If so, state where and why: \_\_\_\_\_

Has firm ever been engaged in litigation over any contract? If so, explain: \_\_\_\_\_

## REFERENCE LIST

Please attach additional Sheets

List projects **currently under contract**, including the following information:

- Project Title:
- Scope of Work:
- Cost of Project:
- Name and Address of Project Contact:
- Telephone Number of Project Contact:

List **completed** projects within last three (3) years, including the following information:

- Project Title:
- Scope of Work:
- Cost of Project:
- Name and Address of Project Contact:
- Telephone Number of Project Contact:

## MANAGEMENT INFORMATION

- Describe any features which distinguish your firm from your competitors
- Describe the typical organization structure you would use to staff a project and the responsibilities of each staff member
- Describe your typical fee structure (lump sum, percentage of cost, hourly, etc.) and why you believe it to be the most effective and fair fee structure for both you and the owner.